

~~CONFIDENTIAL~~

REGULATION

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25X1A

VOUCHERED FUNDS

DESIGNATION OF EMPLOYEES

TO SERVE AS NOTARIES PUBLIC

RESCISSION: "Public Notary bonds and" in paragraph 5C of CIA Regulation

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CONTENTS

Page

GENERAL.....
RESPONSIBILITIES.....

1. GENERAL

When required, certain employees shall be designated to serve as notaries public as part of their official duties and shall be granted an allowance, not to exceed the cost incurred in acquiring the commission, effective from 1 January 1955.

2. RESPONSIBILITIES

- a. The Director of Personnel shall be responsible for the designation of employees to serve as notaries public in the conduct of official business and for the approval of the reimbursements of expenses incurred in securing the commission.
- b. The Office of the General Counsel shall initially instruct the employees so designated and shall furnish such additional guidance as it may deem necessary for the proper performance of the appointed employee.
- c. The Office of the Comptroller, upon certification by the Director of Personnel, shall reimburse the employees for any of the following expenses which may be incurred in acquiring the commission.

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REGULATION

VOUCHERED FUNDS

- (1) License fee
- (2) Cost of security bond
- (3) Cost of Official Seal

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

H. GATES LLOYD
Acting Deputy Director
(Support)

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